

Town of Rowe - FY 2013
Board of Selectmen - Minutes
Tuesday, March 12, 2013 - 5:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Select Board Chair Marilyn Wilson at 5:03 pm.

Present: Chair Marilyn Wilson, Vice-Chair Paul McLatchy III, and Selectman Noel Abbott, substitute Secretary Janice Boudreau

Audience: Myra Carlow, Anne Foshay,

Review Minutes: Following discussion and review a motion was made by Paul McLatchy III to accept the Minutes of March 4, 2013 with amendments was seconded by Noel Abbott. Motion was unanimously accepted.

Stipend Review: Marilyn discussed whether to increase stipends provided to town officers with the standard 'Cost of Living Adjustment' formula as a way to reward and express appreciation for the value of service to the town and encourage participation. Paul McLatchy favored waiting until all budgets reviews were complete before agreeing to any change.

Stipend Increase Motion: Marilyn Wilson made a motion to increase stipends to town officers with the standard 'Cost of Living Adjustment' formula and was seconded by Noel Abbott. Motion was accepted with Paul McLatchy abstaining from the vote.

Goods and Services Sharing: Marilyn raised the issue of reviewing where town goods and services could be shared to reduce costs. She raised the example of the park and school mower be shared since they were so close in proximity and to start encouraging shared equipment wherever possible. Following discussion Noel Abbott agreed situations could be looked at where collaboration was possible and bring parties in for discussion and implement changes to the Capital Improvement Plan where appropriate.

IT Review:

Moody Consulting Report: Marilyn presented a report from Moody Consulting detailing Information Technology (IT) services to the town including remote and on site support, creating network user accounts, maintaining software and hardware, virus protection, upgrades, maintaining servers and ordering hardware. Included was a detailed list of computers and software. Marilyn expressed the opinion that there were many duplications of services and, in some cases, way over what was needed and that the cost had greatly exceeded what other area towns were spending.

IT Future: Noel said it might be prudent to see when the state option for data storage opens its facility as well as find ways to become more efficient, consolidate where possible and phase things in or out. In addition, with the fiber optic lines becoming available it makes sense to review the telephone, internet services and website hosting.

Audit of IT: Marilyn reported speaking with Jansen McNay of Heath, who provides support to Deerfield Academy, and indicated he is available to conduct an audit of all services, hardware and software and provide an estimate for IT support at the rate of \$ 60.00 per hour.

Motion to Approve Audit: Following discussion Marilyn Wilson made a motion to commission Jansen McNay to conduct an audit of all Information Technology not to exceed one thousand dollars was seconded by Paul McLatchy. The motion was unanimously accepted.

IT Future Discussion: Noel outlined what needed review and oversight:

1. IT service contracts
2. Hardware
3. Software
4. Phone Systems and hardware
5. IT support
6. Internet hosting and website design and maintenance

IT Interim Steps: Following discussion it was agreed that no further purchases be made until Audit was completed. Marilyn noted there were 2 newly purchased computers in Ellen's office that had not been approved and ownership needs to be determined. Moody Consulting prices for the computer software upgrades and hardware seemed to be excessively higher than what could be found online. Marilyn agreed to send a note to Moody Consulting and inform them not to make any further purchases until the Select Board completed IT review. It was agreed to put the purchase of a computer for Assessor and Tax Collector on hold.

Motion to Adjourn: Seeing no further business Marilyn Wilson made a motion to adjourn at 6:30 and was seconded by Noel Abbott. The motion was unanimously accepted.

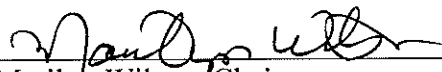
Respectfully Submitted,

Janice Boudreau
Administrative Assistant - Rowe Fire Matters


Approval Date:

Approved:

March 13, 2013


Marilyn Wilson, Chair


Paul McLatchy III


Noel R. Abbott

Attachments:

- Agenda 03/12/13
- Moody Consulting Report - prepared by Moody Consulting